

Glossary

Action Buttons (aka Command Buttons): Dynamic list of page functions; shown/hidden depending on page. For Ex: SEARCH, EDIT, SAVE, CANCEL, etc.

Assign(ed) Using Manage Assignments Action Button Assign All moves all Unassigned values from right column(Unassigned) to left column(Assigned)

Breadcrumb: Navigation Path of current page

Billing Period: Year is Calendar year. Same Month referred to as April 2013

24-APR-2013

March 25 2013-April 24 2013

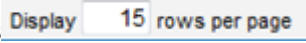
BU-Dept: Five Digit Agency Number –Six Digit PeopleSoft Financials Department Number

Cash Accounts: Customer Accounts who are not on PeopleSoft Financials and who pay for IOT services via Check.


Charge Codes: Codes associated with Recurring, One Time or Usage Charges.

Deassign(ed) Using Manage Assignments Action Button, Deassign All moves list of Assigned values from left column(Assigned) to right column(Unassigned)

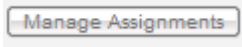
Department: BU-Department Ex: 00510-191015)

Display Lists  This can be changed up to qty 250 maximum for viewing. It is recommended to export to an Excel CSV file for easier viewing.

Expense Account: PeopleSoft GL Chartfield String used to pay for the IOT Services. For Ex: (BU-Fund-Dept-Program-Project-Activity-Analysis-SourceType-SourceCategory-SubCategory-Locality-Incident)

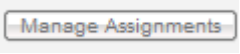
Icon: Static list of additional functions; enabled/disabled relative to page. 

Locations: Eight Digit Code describes the location of the service. For ex: INIPIGCS(Indiana Gov Center South), INIPIGCN(Indiana Gov Center North), INIPSTHS(Indiana State House), etc.

Manage Assignment  Action button opens Unassigned/Assigned pop window, allowing user to select Users, Departments or Product Codes for when running Reports.

Main Menu: Navigational term for List of primary functional areas.

One Time Charges: IT Charges or Labor/Material Charges for IOT Technicians

Other Recipients: In the Report Profile, the Owner has the ability to allow other Pinnacle Users to view the Output of a report, by clicking  action button.

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Output: A Report generates an Output. The Owner can specify the Output Name. A summary of outputs is saved for each report is included on the Report Profile.

Owner: The User logged into the application who has been granted access to a report.

Recurring Charges: Monthly Charges such as Charge Code: CLO01 for Centrex Accounts.

Reports: Customer Reports are available to all Pinnacle Customers for your agency. Parameters can be selected to customize the outputs as you wish.

ALL REPORTS Saved Search Customer View (preferred) ▼ Clear | Manage | Save

Name Based on With Output ☐ Yes ☐ No Only Hidden ☐

1 - 5 Display 250 rows per page

			Name ^	System	Hybrid	Based On	Description
EDIT	<input type="checkbox"/>		Customer Fund Summary Report			Customer Fund Summary Report	Customer Fund Summary Report
EDIT	<input type="checkbox"/>		Customer Invoice			Customer Invoice	Default report for Customer Invoice
EDIT	<input type="checkbox"/>		Customer Mainframe Usage Detail			Customer Mainframe Usage Detail	Default report for Customer Mainframe Usage Detail
EDIT	<input type="checkbox"/>		Customer Product Code Detail Report			Customer Product Code Detail Report	Customer Product Code Detail Report in spreadsheet format
EDIT	<input type="checkbox"/>		Customer Product Code Summary Report			Customer Product Code Summary Report	Customer version of Product Code Summary Report

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Report Profile: Includes the Report Name, Report Owner, Schedules, Outputs, Parameters and Other Recipients.

Role: If Pinnacle User has more than ONE role, there will be a dropdown box in the upper right hand corner of the screen after you log in. Each Role provides access to different lists of Main Menu.

Schedules: Ability of owner to regularly schedule generating Reports. Scheduling is available on the Report Profile Page.

Service Number: The public identifier assigned to a service such as a phone #, IP Address, sequence ID , etc.

Service Type: A category of services. (For Ex: 1800, Centrex, IP, etc.)

Status: Current Status of the Subscriber. For Ex: Active, Inactive

Subscriber: A subscriber is the **BU-Department** requesting/purchasing the Services. Subscriber also has a Descriptive Name associated with it.

Subscriber ID: Pinnacle-generated identifier assigned to every subscriber.

Tab: Navigational term for Links to specific options within functional area.

Tab Menu Items: Navigational term for Links to specific pages within selected tab option.

Usage Charges: Charges based on qty used. For ex: Long Distance, San Storage, Mainframe jobs run, etc.

User Defined ID: BU-Department (Same as Department)